

January 25, 2023

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### Governing Board Communication

**TO: MERA Governing Board**

**FROM: Heather Plamondon, Executive Officer**

**SUBJECT: Appoint Finance Committee Members (Primary and Alternate) and Set Committee Meeting Schedule**

#### Recommended Action

Appoint five (5) members to the Finance Committee and an alternate for each member, and set a regular meeting schedule for this committee to support compliance with the Brown Act.

#### Background

- Pursuant to Section 7.5 of the JPA Agreement, Ad hoc or standing committees may be formed by a majority vote of either the Executive or Governing Board.
- Currently there is a standing committee to address issues of Finance with five members.
  - Matthew Hymel, Chair, County of Marin
  - Tom Gaffney, Vice Chair, Town of Ross
  - Greg Chanis, Town of Tiburon
  - Jamie Scardina, Marin County Sheriff
  - Michael Norton, Central Marin Police Authority
- This committee must comply with Brown Act rules, therefore a quorum (3) must be present for them to take any action or make official recommendations to either the Executive Board or the Governing Board.
- This committee does not currently have alternates or a regular meeting schedule.
- In order to better support the ability to comply with the Brown Act rule of having a quorum present, staff is requesting this standing committee be re-appointed to include an alternate for each member.
- Staff is also requesting a regular meeting schedule be set to better manage the Brown Act rules for agenda posting. If there is no need to meet the meeting will be canceled at the direction of the Chair.